

QUOTATION

FOR

Supply of Internet of Things (I.O.T.) based
Laundry Services with Washing Machines
at COLLEGE OF ENGINEERING PUNE,
Hostel CAMPUS, SHIVAJINAGAR,
Pune- 411 005.

College of Engineering Pune (COEP)

Hostel Campus, Shivajinagar Pune - 411 005

INVITING QUOTATIONS

Ref. No. COEP/Hostel/2022/

DATE 18 May 2022.

Director, College of Engineering Pune, Shivajinagar Pune Invites Quotations from the reputed, experienced and financially sound Launderers & Dry Cleaners service providers for laundry facilities **with Internet of Things (IOT) Based Washing Machines** with services for approximate 2500 students, residents in the Hostel Campus COEP. The washing machine (s) and other accessories related to the performance of service/work shall be arranged by the service provider.

Details of quotation are as under:

1.	Name of Work	:	"Quotation for Supply of Internet of Things (I.O.T.) based Laundry Services with Washing machines at COLLEGE OF ENGINEERING PUNE, Hostel CAMPUS, SHIVAJINAGAR, Pune 411 005.
2.	Last date and time of receipt of Quotations	:	26.05.2021 at 04:00 p.m. <i>Quotations will be available from 18.05.2022.</i>
3.	Date of Pre Bid Meeting	:	held on 24.05.2022 at 10.30 am in Chief Rector, Office
4.	Address at which the quotations are to be submitted In physical form duly signed and stamps at each page.	:	<u>Price Bid:</u> In hard copy in separate sealed envelope as a part of price Bid.
5.	Date and time of opening of Quotations (Price Bid)	:	27.05.2022 at 04:00 p.m. <u>Price Bid:</u> hard copy - date for opening.
6.	Place of opening Quotations	:	<i>Chief Rector, Hostel Office, College of Engineering Pune – 411005.</i>
7.	Validity of Offer	:	<i>180 days from the date of opening the quotations.</i>
8.	Commencement of work	:	<i>Within 30 days on the issuance of work order.</i>
10.	Corrigendum (if any)	:	<i>Will be informed properly.</i>
11.	Availability of quotation Document	:	<i>Quotation documents to be downloaded from the COEP website w. e. f. 18.05.2022.</i>
12.	Contact person for any queries	:	<i>Rector, Hostel Office, COEP, Pune – 411005.</i>

13	Site visit date and time	:	From 18.05.2022 to 26.05.2022 Contact Person: Mrs. A. B. Londhe, Hostel Office, Telephone: 9890386249/020-25507660
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Mode of Submission of Quotation: The Quotation shall be submitted by physically hand delivery with hard copies only and in Three cover system in accordance with the procedure detailed herein below.

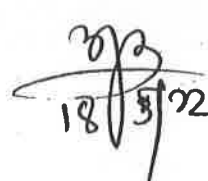

Specified documents shall be sealed in envelopes of appropriate size each of which shall be sealed.

- 1) First Envelope marked **Cover 1** shall contain Other documents in support of eligibility criteria. along with complete quotation document duly signed and stamped at each page.
- 2) Second Envelope marked **Cover 2** shall contain only the dully signed and stamped Price bid.
- 3) Envelope marked **Cover 3** shall be of adequate size and shall contain envelopes marked **Covers 1 & 2** and shall be properly sealed. This envelope shall be endorsed on the outside face as under:

“Supply of Internet of Things (I.O.T.) based Laundry Services with Washing machines at COLLEGE OF ENGINEERING PUNE, Hostel CAMPUS, SHIVAJINAGAR, Pune 411 005.”

The envelope marked **Cover 3** containing the tender documents as per instructions mentioned above shall be submitted in the office of **“Director, College of Engineering Pune 411 005.”** Envelope marked **Cover 1** Other Document along with **Complete Quotation document duly signed and stamped at each page**, will be opened first.

Director, College of Engineering Pune 411 005. Has the right to accept / reject any or all tenders without assigning any reasons.


18/05/22
Officiating Director
College of Engineering Pune

18/05/22

PART- A**GENERAL INSTRUCTIONS TO BIDDERS**

“Quotation for Supply of Internet of Things (I.O.T.) based Laundry Services with Washing machines at COLLEGE OF ENGINEERING PUNE, Hostel CAMPUS, SHIVAJINAGAR, Pune 411 005.”

Director, College of Engineering Pune requires the services of reputed, well established and financially sound Launderers / Drycleaners Company / Firm / Agency (hereinafter referred to as Agency) to provide laundry services / Dry cleaning services including arranging and Operation of Industrial Scale IOT Based Washing machines.

The Cloth weight in KG. Detail rates are given in the financial bid. The requirement is only indicative and can change. The Bidder should have sufficient pool of men / machine to cater to the needs.

- The contract will be initially for a period of one year and shall commence from the date of signing of the agreement which may be renewed further for a period of 1+1+1 year, if performance found to be satisfactory. The Director, College of Engineering, Pune however, reserves right to terminate/curtail the contract at any time after giving 15 days notice to the selected service providing Agency without assigning any reason.
- Sealed Quotation documents duly completed in all respects shall be submitted to **Director, College of Engineering, Pune – 411005 Hostel Office, Shivajinagar Pune ON OR BEFORE 26.05.2022 at 04:00 p.m.** The Institute will not be responsible for any postal delay/loss/non-receipt thereof. No consideration will be given to Quotation received after the time/date specified above and such Quotation are deemed to be rejected. The quotations are not transferable. Incomplete quotation and not conforming to the requirements of the invitation for Quotation are liable to be rejected. Quotations submitted by a firm shall be signed separately by proprietor, each partner thereof and in the absence of any partner, shall be signed by the power of Attorney holder. Quotation by a company shall be executed by person(s) duly authorized under resolution of the Board of Directors of the Company.
- The offers are to be submitted in Two bid system: The qualification/technical proposal and the price proposal in two separate sealed covers, distinctly marked accordingly and both the proposals then put in a third envelope and sealed duly super scribed as

“Quotation for Supply of Internet of Things (I.O.T.) based Laundry Services with Washing machines at COLLEGE OF ENGINEERING PUNE, Hostel CAMPUS, SHIVAJINAGAR, Pune 411 005.”

- Qualification proposals bid will be opened at **27.05.2022** at the office of the **Chief Rector, Hostel Campus, College of Engineering Pune – 411 005**, in the presence of bidders or the bidders duly authorized representatives. Price bid will be opened only for qualified bidders. The authorized representatives should bring necessary authority letter under an official letterhead of the bidders conferring full and comprehensive authority to deal with all matters relating to the quotation.
- Price bid will be opened separately only for the qualified bidders. Date for opening of

- price bid will be intimated separately to the qualified bidders only.
- In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the quotation.
 - In case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the quotation and all other related documents must be signed by all partners of the firm.
 - The Bidder should also submit the following documents along with their offers in support of :-

Documents to be enclosed with Technical Bid:

- a. Certificate of Incorporation, Articles & Memorandum of Association in case of a company/ partnership deed in case of a partnership firm.
 - b. Certificate of registration under GST Act,
 - c. Certificate of registration under Shops & Establishment Act, for Laundry/ Dry cleaning services IOT Based.
 - d. Financial Statements (P & L and Balance Sheet) for the latest last three Financial Years.
 - e. Income Tax Assessment copies for the latest last three financial years.
 - f. Performance certificate from previous & present clients for the last year.
 - g. Certificate of ISO, if available
 - h. Copies of contracts awarded by the IITs, NITs, other establishments Central Government/State Government/PSUs/Bank and private universities. Reputed private firms during previous years in case where such contracts have been awarded.
 - i. Certificate/Proof for minimum Experience of 3 year in the field of Laundry / Dry cleaning with an establishment having strength of minimum 2500 inmates.
 - j. Annual Turnover of the vendor should be Minimum 10.00 lakhs of the last three completed financial years.
- The Contractors should quote in figure as well as in words the rate, and amount quoted by them. The amount for each item should be worked out and the requisite
 - All rates shall be quoted on the proper form of the quotation alone. Quoted rates and unit different from prescribed in the quotation schedule will be liable for rejection.
 - All correction such as cuttings, interpolations, omissions and over-writing shall be signed by the bidders.
 - GST, works contract tax, or any other tax, any royalties, duties, levies, cess, entry tax, profession tax, turnover tax, or of like on material or finished work in respect of this Contract shall be payable by the bidder and the Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently.
 - Rates for washing the clothes including all levies and other charges in price bid.
 - Machinery to be fixed whatever financial requirement will be quotation/bidders.

- The bidder has to sign each and every page of this quotation document.
- **The L-1 bidder has to sign a formal agreement on stamp paper within twenty one days of award of work of given period of work.**
- On acceptance of the quotation, the name of the accredited representative(s) of the bidder, who would be responsible for taking instruction from the Employer, shall be communicated to the bidder.

The bidder shall be deemed to have full knowledge of the site whether he/she inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for IOT based Washing machine services.

- Director, College of Engineering Pune reserves the right to accept/reject any/all Quotation(s) without assigning any reason, what so ever.
- The Bidder shall quote the rates in English Language and international numerals. These rates shall be entered in figures as well as in words. In case of difference in rates between words and figures THE LESSER OF THE TWO will be treated as valid rate.
- **The bidders must submit their official address and official e-mail ID.**
- Submission of documents pertaining to PAN no, GST No, Tin No, labour law compliances etc are mandatory failing which the Quotations are liable for rejection and penalties, if any.
- **AUTHORISATION AND ATTESTATION:** Quotations shall be signed by persons duly authorized / empowered to do so. Certified copies of such authority and relevant documents shall be submitted along with the quotation.
- **VALIDITY OF OFFER:** The offer shall be kept open for acceptance for a period of **SIX MONTHS** from the date of opening of quotations. In case Director, College of Engineering Pune calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the bidders.
- **EXECUTION OF CONTRACT:** The successful bidder's responsibility under this Contract commences from the date of issue of the Letter of Intent/Award by Director, College of Engineering, Pune. The successful bidder shall be required to execute an agreement in the prescribed form, with the Director, COEP within the specified time after the acceptance of his quotation. The expenses for completion and making required number of copies and compilation of Contract Documents duly bound / titled and stamping / registration of the agreement with prescribed authority, if necessary, shall be borne by the bidder.

EVALUATION AND REJECTION OF QUOTATION AND OTHER CONDITIONS:

1. The acceptance of QUOTATION will rest with Director, College of Engineering Pune which does not bind itself to accept the lowest bid or any quotation and reserves to itself full rights to reject any or all of the quotation without assigning any reason whatsoever.
2. Conditional quotations, quotation containing absurd or unworkable rates and amounts, quotation which are Incomplete or otherwise considered defective and quotations not in accordance with the quotation conditions, specifications etc., are liable to be rejected.
3. Director, College of Engineering Pune will not be bound by any Power of Attorney granted by the Bidder or by changes in the composition of the firm made subsequent to the execution of the contract. Director, College of Engineering Pune may, however, recognize such Power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
4. If the bidder deliberately gives wrong information in his quotation, Director, College of Engineering Pune reserves the right to reject such quotation at any stage or to cancel the contract.
5. The successful bidder should not sub-contract the part or complete work details in the quotation specification without written permission of Director, COEP. The Bidder is solely responsible to Director, College of Engineering, Pune for the work awarded to him.
6. **NO DEVIATIONS to the quotation conditions/specifications will normally be accepted. However, if the Bidders insists for certain deviations to the conditions, financial implications thereof shall be discussed in the pre bid meeting, of deviation accepted by Director, COEP, Corrigendum will be released for the same.**
7. The bidders must have 24X7 complaint attending service setup. In case of any call, the same must be attended within two hours.

PART B

QUALIFICATION CRITERIA:

The Agency must fulfill the following specifications/ parameters in order to be eligible for evaluation of the bid described in detail.

- A. The Registered Head Office of the firm/Agency should be located in India/ Maharashtra.
- B. In case of partnership firms, a copy of the partnership agreement, or general power of Attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the quotation.
- C. The Agency which has minimum 3 year experience in carrying out laundry / dry cleaning services on IOT Based Washing Machines to the Hostels of IITs, NITs/ reputed private Universities / companies/Public Sector Companies/Banks /Central and State Government Departments with minimum 2500 capacity, shall be preferred. In such cases, proof of **Government/ PSU/Bank/reputed private firms during previous years, attested copies of the supply order must be enclosed.**
- D. The Agency should have its own Bank Account. Certified copy of the account maintenance for minimum one year from the date of quotation opening date issued by the Bank shall be enclosed. Accordingly, they should submit three years certified copy of the account maintenance from the date of Quotation opening.
- E. The Agency must have its IOT Based Washing machinery required for carry out the laundry works to under the quotation adhering to time.
- F. Director, College of Engineering Pune may depute its officials to visit the site of launderer/dry cleaner to verify/assess the competence of the vendor.
- G. Turnover : Annual Turnover of the vendor should be more than 10 lakhs per annum of the last three completed financial years. Provisional Financial statement may be submitted.
- H. Has the specialized android /IOT based mobile application through which he can conduct collection, delivery, rates, status updates, details of cloths received and delivered and payment etc. to the customers.
- I. Need to submit GST/IT return of 3 years, including compliance of Labour law and necessary registration under such law.
- J. Preference may be given to those contractors/ service providers possessing water recycling capability to ensure optimum use of water.

TERMS AND CONDITIONS

1. The contract shall be signed within 21 days of intimation of successful bidder by the Institute. The contract will be initially for a period of Six months and shall commence from the date of signing of the agreement. Initially the contract will be for a period of six months. If the performance/service is found satisfactory the contract may be extended for a further period of 1+1+1 year depending on the performance of the bidder, at same rate, terms and condition. Director, College of Engineering Pune however, reserves the right to terminate/curtail the contract at any time after giving fifteen days notice if the selected agency is not able to fulfill its activity within a period of seven days of request of its service for laundry / dry cleaning services.
2. The agency should have electro-mechanical washing and drying facility. Washing / drying by hand shall not be acceptable.
3. The agency shall be required to sign and duly authenticate all the pages in quotation documents and other documents being submitted along with quotation.
4. For all purposes of the contract including arbitration there under the address of the contractor mentioned in the quotation shall be final unless the contractor notifies a change of address by a separate letter sent by registered post which is duly acknowledged by an authority in Director, COEP. The contractor shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.
5. In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by this Authority in that event and the Security Deposit shall be forfeited.
6. Necessary (sufficient) space and basic infrastructure regarding water, electricity etc. on the Ground Floor shall be provided by Director, COEP within the campus.
7. 24*7 operation may be permitted, if needed.
8. Bidder shall provide the company IOT machine details Ann.1.

PROFORMA FOR BID

Please sign and number all the pages of documents submitted along-with the bid and refer them in the appropriate column

Sl.	Criteria	To be filled by the Bidder	Sl. No. of the document
1	Name of Agency		
2	Nature of the concern : (i.e. Sole Proprietor or Partnership firm Company or a Government Department or aPublic Sector Organization)		
3	Full address of Reg. Office:Telephone No. : Fax No : E-Mail Address :		
4	Full Address of operating /Branch office: Telephone No. : Fax No : e-Mail Address : Name and contact number key person :		
5	Banker of Agency with full address		
6	Registration number of the Agency/ firm(attach attested copy of the registration)		
7	PAN No. (attach attested copy)		
8	GST Number/Certificate		
9	IT Return of the Agency for the Last three year		
10	Documents showing turnover of last three years (Minimum 10 lakhs) in the same profession		
11	Labour Law Compliance /Registration Certificate		
12	Experience Certificate of minimum three years with 2500 persons capacity		
13.	Details of Major contracts handled in previousthree years. (please attach- self attached)		
14	Certificate of satisfactory performance from theorganization to whom the service was provided. (Please attach – self attested)		
15	Water recycling capabilities		
16	Can install and have experience with working andoperation f Heavy Duty Automated washing machine		
17	Can manage the process with the help of Android /IOS based Mobile application as specified inQuotation Document		

Date:

Signature of authorized person
Name:

Place:

Seal :

ANNEXURE- A

Details of major contracts IITs, NITs, other establishments Central Government/State Government/PSUs/Bank and private universities. Reputed private firms during previous year in case where such contracts have been awarded in the following format (self attested copies of the last three years highest work award may be enclosed):

Sl. No.	Details of Client along with address, telephone no., e- mail and Fax numbers	Amount of Contract (RS. Lakh Per year)	Duration of Contract	
			From	To

PRICE BID/Per KG (IOS Based Washing Machines with Self Operated) inclusive of GST

Company IOT Washing Machine self operated mode Rates:			
Sr. No.	Type of Washing	Cycle Duration	Total Amount per Cycle, 10 Kg. Cloths (Including GST and other Charges)
1	Normal Wash (10 Kg.)	40 Min.	
2	Quick Wash (10 Kg.)	25 Min.	
3	Spin (10 Kg.)	6 Min.	

To sign or name of person having power of attorney
To sign the Contract

Format for submission of Quotation

To
The Director,
College of Engineering Pune,
Pune 411 005.

Dear Sir,

Reg.: **“Quotation for Supply of Internet of Things (I.O.T.) based Laundry Services with Washing machines at COLLEGE OF ENGINEERING PUNE, Hostel CAMPUS, SHIVAJINAGAR, Pune 411 005.”**

1. I / We refer to the Quotation issued by you for I “Laundry Services at College of Engineering Pune Hostel Campus Shivajinagar, Pune-5 for Students”
2. I / We hereby offer to perform, provide, execute, complete and maintain the works in conformity with the complete Quotation document.
3. I / We have read, understood and satisfied myself / ourselves as to the nature of services to be offered by us. I / We do hereby agree, to perform the services as prescribed in the quotation document. I/we understand that we need to provide and install the Industrial Scale Washing machine IOT Based at our cost for its operation (as central facility for the students of COEP(Hostel) and charges of laundry services will be made on the basis of price bid submitted by me/us.
4. Abide by and fulfill all the terms and provisions of the said conditions annexed here to.
5. Complete the works as mentioned in the quotation document as per the satisfaction of the bank.
6. I / We understand that Director, COEP is not bound to accept the lowest/conditional or any quotation you receive.

The names of **DIRECTORS (or Give proper authorized Designation)** of our Firm are:

1. _____
2. _____
3. _____
4. _____

Yours faithfully;

Signature Name in full..... Mobile No

Designation

E-mail.....

Name of Partner / Director/ of the Firm, authorized
To sign or name of person having power of attorney
To sign the Contract. (Certified true copy of power
Of attorney should be attached)

Signature and address of witnesses:

a. Signature

Name

Address.....

b. Signature

Name

Address.....